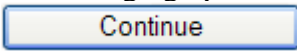
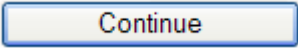
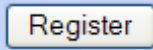


Retiree Online Access to Make 2009 Benefit Elections

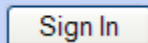
Registration

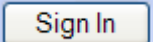
1. Go to the Retiree Self Service website at emine.mt.gov/retiree



2. Click the [▶ Create an ePass account](#) link to obtain a username and password.
If you have already registered and have a valid username and password, click on the [▶ Login to this service using ePass](#) link and login into the service.
3. When signing up for the ePass account, key in the requested information and click the  button to create your ePass account. Make note of the username and password you select for future use.
User Name: _____ **Password:** _____ **Email Address:** _____
4. After the  button is selected, the system will register your username and password with ePass and forward you to the next page where you need to click on the [Retiree Self Service](#) link to register for the Retiree Self Service access to your ePass account.
5. You will be passed to a new page to register for the Retiree Self Service application. Remember that all fields are required here. Fill in all fields and click . Keep in mind that the email address you use when registering for the Retiree Self Service access is the email address that the electronic copy of the benefit statement will be sent to when you submit your open enrollment selections. Writing down the email address being used is recommended. **Email Address:** _____. Upon successful registration you will be redirected to a page notifying you that you have successfully registered for Retiree Self Service access.

You have successfully registered for Retiree Self Service access. Please click Sign In to be redirected.



Click  and you will be logged into the SABHRS Retiree Self Service application.

6. Select the [▶ Benefits](#) link within the Self Service menu.
7. Select the [- Benefits Enrollment](#) link.
8. Once you have made your benefit elections and submitted them to the Benefits Department, an electronic confirmation statement will be sent to the e-mail address you registered with listing your elections for your review.

